

Castlebrae High School – Science French Trip in Paris
Analysis of Risk by Annabelle Bossard and Emma Brown

<i>Area of Concern</i>	<i>What could go wrong</i>	<i>How likely is it?</i>	<i>Control Measures in advance</i>	<i>Control Measures at the time</i>	<i>Level of risk.</i>
Team Members	Prior medical probs.	medium	Medical details in advance. Briefing.	Monitor susceptible members. Amend phases in response to needs.	Low
	Lack of Experience	High	Briefing and preparation both at the build up day and continuously throughout exped.	Make no assumptions. Daily briefings – constant monitoring.	Medium.
Travel	Crash	Very low	Prepare emergency procedure checklist	Follow em. procedures Alert em. services, remove group to safety, contact school/headteacher.	High
	Loss Theft of luggage.	Medium.	Label luggage Use padlocks if available. Keep very valuable stuff as hand luggage	Keep luggage in sight whenever poss. Get to reclaim areas very early. Use body belts for cash. Passports and tickets in neck pouches.	Medium to high.
	Separation	Medium	Briefing Establish emergency recall points. Pupils to carry emergency contact cards	Constant monitoring.	Medium
Culture/ Local Population.	Assault/ harassment	low	Briefing	Keep in groups. Be in the right place at the right time! Assess each	Medium

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Cities/Towns	Terrorist attack	Low	Briefing. Stay away from sensitive areas. Close liaison with embassy.	venue as to how tight the supervision needs to be. Behave sensitively. Stay away from meetings/areas that are tension filled. Be ready to amend itinerary at a moments notice.	High
	Mugging Theft / rip off	low	Briefing. Care in the way money and goods are carried.	Don't flaunt money / goods. Discretion.	Medium
	Transport/ traffic	High	Briefing.	Care over which side of the road they drive on.	Medium
	Separation	High	Briefing Have emergency phone nos etc.	Establish rendezvous points or go back to last known place. Phonecards to be issued for public phones. Emergency contact cards.	Medium
Accommodation	Security	medium	Get information from staff who have been there before.	Keep valuables with you. Constant vigilance. Lock things away or hide them.	Medium
	Fire	Low	Check fire exits / hold a drill if needed. Arrange rendezvous in advance. No smoking rules may apply.	No smoking in sleeping quarters. Check that the exits are not locked at night.	Low

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Travel	Hotel staff / other occupants.	Low	Briefing	Staff supervision	Low
	Driver	Medium	Don't use drivers who are too young / reckless or who are affected by drink or drugs, or who have not had enough sleep.		
Food	Poisoning / contamination	Medium	Briefing	Eat out only in places that look clean.	Medium
	Balanced diet / quantity.	Medium	Briefing/ control of what and where the group eats.	Monitor who is eating what. Get the group to monitor one another.	Low
	Restaurants	High	Briefing, Control over what establishments are used.	Look for cleanliness – quality of food used, systems employed by staff. Be prepared to walk out of places that look bad.	Medium
Weather/climate	Sunburn	High	Briefing	Clothing/ suncream/stay out of sun as much as poss.	Medium
Rest and Relaxation	Drink/drugs	High	Briefing and adherence to agreed code of conduct.	Careful monitoring by adults.	Medium
	Sex	Low	Briefing and adherence to agreed code.	Offenders could be sent home as a last resort. Monitoring. Ensure separate sleeping accom. Care when pairing groups up. Care	Low

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Outings	Discipline	Low	Briefing and discussion in advance to arrive at a negotiated code of conduct.	when deciding how to deploy staff. Be prepared to amend itinerary etc if the problem is very serious. Be prepared for leader to intervene if this becomes a problem. Institute sanctions if required.	Low
	Fire	Low	Briefing	Check fire exits	High
	Separation	Medium to high	Briefing	Briefing Be in groups at all times. Leaders assigned to groups. Arrange rendezvous points	Low